



**LAND SUBDIVISION COMMITTEE MEETING MINUTES**  
**December 5, 2013**

**ATTENDANCE**

<b>Land Subdivision Committee Members</b>	<b>Staff</b>
Gregg Humphrey – Chair	Joe Zeibert
Nate Bottom – Vice Chair	Steve Keenan
Kenneth Springs	
Dean Graven	
Elliott McKinley	<b>Others</b>
Brian Wright	Steve Hall                      Dave Lewis
Paul O'Shea	Fred Coombe                  Tim Landis
Mike Johnson	Dan Mlacnik                  Public Woman
Lori Williams	Mike Irwin                      John Harris
Matt McLaughlin	Judy Gordon
Chris Richmond	Dave Lewis
Steve Hall	Chris Tarpley
Brad Bixby	Dan Shryock
	Calvary Representative

- **CALL TO ORDER**

Gregg Humphrey called the meeting to order at 1:30 PM.

- **MINUTES OF MEETING**

Gregg Humphrey asked if there were any changes or corrections to the November 7, 2013 Land Subdivision Committee meeting minutes. Humphrey said hearing none, the meeting minutes would stand approved as submitted.

- **ACTION ITEMS**

See attached

- **UNFINISHED BUSINESS AND NEW BUSINESS**

There was no unfinished business. There was no new business.

- **ADJOURNMENT**

The meeting adjourned at 1:57 PM.

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION  
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

FILE NO. 2013-10

CENSUS TRACT # 27

<b>NAME OF SUBDIVISION:</b>	Calvary East – Location & Sketch Map and Variances – Sec. 153.157(L) – Restriction of Access, Sec. 153.158(B)(2) – Lot Arrangement, and Sec. 153.158(C) – Size of Blocks			
<b>JURISDICTION:</b>	City			
<b>DATE OF MEETING:</b>	December 5, 2013			
<b>OWNER:</b>	Calvary Temple Christian Center			
<b>ENGINEER:</b>	Martin Engineering			
<b>DESCRIPTION:</b>	Pt. E ½, SE ¼, Sec. 16, T15N, R5W – (East side of 2 <sup>nd</sup> Street, north of I-72 and south of Southern View Community Park)			
<b>MOTION TO RECOMMEND:</b>	71.221	Acres	19	Lots
	Variance – Sec. 153.157(L) – Restriction of Access – Approve, Subject To	Variance – Sec. 153.158(B)(2) – Lot Arrangement – Approve, Subject To	Variance – Sec. 153.158(C) – Size of Blocks – Approve, Subject To	Location and Sketch Map – Approve, Subject To
<b>BY:</b>	Nate Bottom	Lori Williams	Nate Bottom	Nate Bottom
<b>2<sup>ND</sup> BY:</b>	Kenneth Springs	Dean Graven	Kenneth Springs	Lori Williams
<b>VOTE:</b>	Unanimous	Unanimous	Unanimous	Unanimous

Steve Walker presented the location and sketch map (LSM). He said the subdivision is proposed to be located on the east side of 2<sup>nd</sup> Street on the Calvary parcel. He explained that between the plan submission and today's meeting he met with staff. Walker said he emailed an amended plan. He said the amended plan contains some changes from the original submission.

Joe Zeibert, Regional Planning Commission, said his comments are based on the original plans submitted for review on November 12, 2013. He said staff recommends denial of the LSM and variance requests. Zeibert said the proposed alignment of Lincolnshire Boulevard is not compatible with ongoing plans by IDOT to expand 6<sup>th</sup> Street to six through lanes with the extension of Lincolnshire Boulevard to the west. He said the proposed Lincolnshire alignment will need to be relocated to the south which will affect the overall design of the development. Zeibert said the applicant shall shift the proposed alignment of Lincolnshire south. He said the applicant shall clarify the purpose of Lot 1001. Zeibert said the applicant shall label Hazel Dell, 2<sup>nd</sup>, and Lincolnshire as arterial roads. He said the applicant shall clarify the space between Lots 9 and 10, 8 and 11, and so on. Zeibert reminded the applicant that site plans may be required for some lots in the future. He said access to Lincolnshire should be limited. Zeibert said staff

recommends access for all lots be off the local or the collector streets. He said the applicant should move the proposed local road south. Zeibert said access to 2<sup>nd</sup> Street is not needed. He said local road access can be utilized if the lots are reconfigured to incorporate the proposed street network. Zeibert said the applicant shall identify the east-west road as a collector street. He said the applicant shall clarify the current zoning as County Ag. Zeibert said the Illinois Natural Heritage Database shows the lined snake may be in the vicinity of the project location. He said the applicant will need to get the necessary approvals before construction begins. Zeibert said the applicant shall change the school district from Springfield (District 186) to Chatham. He said according to the Springfield Area Transportation Study (SATS) bicycle and pedestrian plan adopted by the City of Springfield, bicycle lanes are required along Lincolnshire, wide shoulders are required along 2<sup>nd</sup> Street, and 2<sup>nd</sup> Street is a priority pedestrian way. Zeibert said a written acknowledgement of a plan to upgrade adjacent roadways, if applicable, is required.

Kenneth Springs, citizen member, had no comments.

Elliott McKinley, Springfield Park District, had no comments.

Dean Graven, citizen member, had no comments.

Brian Wright, Sangamon County Highway Department, had no comments.

Paul O'Shea, Office of Planning and Economic Development, had no comments.

Mike Johnson, CWLP-Water, had no comments.

Gregg Humphrey, Springfield Metro Sanitary District, said sanitary sewer shall be extended to serve the property. He said there is a \$1,157 per acre sanitary sewer improvement fee to the District upon application for sanitary sewer permits for the property. Humphrey said the fee will increase to \$1,191.71 per acre after December 18, 2013 and increases each year on that date.

Nate Bottom, City Engineer, said the adjacent sub-standard road improvement applies.

Lori Williams, City Traffic Engineer, said the Lincolnshire alignment is proposed too far north. She said the proposed alignment has been commented on by Southern View and the high speed rail engineers. Williams said the park is not a good buffer for Lincolnshire. She said the preferred alignment would be south of the existing house on 2<sup>nd</sup> Street. Williams said depending on the lane configuration of Lincolnshire, 100 feet of right of way (ROW) is a minimum, and 120 feet may be more appropriate. She said additional ROW may be needed at the 2<sup>nd</sup> Street intersection depending on the lane configuration. Williams said a traffic study will be needed for this development. She said access to Lots 1 and 2 on Hazel Dell shall be shifted to the east along Hazel Dell. Williams said access to Lot 1 along 2<sup>nd</sup> Street shall be shifted south to split the difference between the public roadways. She said access to Lincolnshire may be considered as right in and outs depending on the traffic study. Williams said access to Lot 16 should be shifted to the west to help separate the access between the proposed road and 6<sup>th</sup> Street Road.

Matt McLaughlin, Springfield Zoning Administrator, asked if the applicant started the annexation process with the City. Walker said no; McLaughlin had no comments.

Chris Richmond, Springfield Fire Department, had no comments.

Steve Hall, Sangamon County Department of Public Health, had no comments.

Brad Bixby, CWLP-Electric, said staging may be a concern. He said the only electric CWLP has in the area is on the south side of Hazel Dell. Bixby said it touches the southeast corner of Lot 1000.

Walker said the first phase of the subdivision will be Lots 1 and 1000. He said the reason for the subdivision is so Calvary can construct a church on Lot 1. Walker said the applicant knew there were many questions on the location of and access to Lincolnshire. He said in meeting with the different entities the applicant wants to try and keep the focus on the southern portion of the property. Walker said some changes were made to the plan based on the meeting with the different entities and the amended plan was emailed by the developer's engineer. He said he believes the amended plan addresses the comments and there are copies available if people want to see them. Walker said the applicant has moved Lincolnshire south off the north property line and changed the access points as requested by Public Works.

Bottom said the City reserves the option at no cost to the City to obtain the ROW, possibly 120 feet, and additional ROW at the intersections depending on the Intersection Design Study (IDS).

O'Shea asked for a copy of the revised plan.

Humphrey asked if Walker still wanted approval of the plan, to which Walker said yes. Humphrey asked if there was anyone else who wished to address the Committee on this matter. A member of the public asked if she could have a copy of the plan. She said she has lived on South 2<sup>nd</sup> for 48 years and wants to know what is going in across the street.

Humphrey asked if staff saw the revised plan prior to today and whether there are additional comments. Zeibert expressed concerns regarding the access to an arterial variance. He said arterials should carry traffic from Point A to Point B with the least amount of conflicts. Zeibert said based on the submitted variance request there was not enough evidence to support what is being asked for. He asked if there was a reason why the local street could not be shifted south to provide access to Lot 1, moving Lots 2 through 4 to the north side of that street and removing the access point onto 2<sup>nd</sup> Street. Walker said the access point for Lot 1 was planned to line up with the access point for the planned (Legacy) sports complex across the street. He said in the meeting with the different entities it was discussed that the access point for the sports complex was temporary and we were asked to move the access point on the revised sheet halfway between Hazel Dell and the public road. Walker said though 2<sup>nd</sup> Street is an arterial on the plan it is choked down to two lanes across the interstate and through Southern View. He said he does not know if it functions like an arterial. Walker said the applicant does not want to have to construct a public street in order to construct the church. He said the applicant does not want to have to plat Lots 2, 3, and 4 to construct the church. Walker said the applicant is trying to come up with a plan that allows for construction of the church. Zeibert said the variance request states the property is bounded by three arterial streets and this is a reason for the variance request. He said there were two local streets shown on the plan and therefore the site was not bounded by three arterial streets. Zeibert said the applicant is providing some local access. Walker said there are five entrances across the street from the site.

Zeibert said the applicant proposes three access points on the north side of Lincolnshire and two on the south side of Lincolnshire. He asked if the applicant anticipates this to develop as commercial property. Walker said at this time we are. He said one of the reasons the applicant showed Lincolnshire along the north property line was to reduce the need for access points. Walker said in order to line up with Lincolnshire to the east where it is coming out of 6<sup>th</sup> Street IDOT and Public Works requested to move the road south. He said the only way the street can be moved south is to allow access along the north side of the road. Zeibert asked if there was a way to make the site function with two points of access rather than three along with an access easement across the front to remove one of the right-in/right-outs. Walker said he did

not think the lots are deep enough to provide an access road next to Lincolnshire. He said the applicant is showing a full access point across from the public road and right-in/right-outs assuming there may be a raised median in the future on Lincolnshire. Walker said this design was discussed with Public Works and they think it is viable. He said a traffic study will need to be completed to show this but there has to be access to the property along the north side of Lincolnshire. Zeibert said the three access points are because of the lot depth. He asked what lot depth would be acceptable to allow for an access easement across the front of those lots. Walker said we do not know what is going there. He said the further south that Lincolnshire is moved increases the amount of property that cannot be developed. Walker said if the road is moved too far south it will not line up with the planned Lincolnshire stub with 6<sup>th</sup> Street to the east. He said the applicant understands why IDOT and Public Works want the street placed here. Walker said it was not the first choice but if it is placed here there must be access to it.

Zeibert said the applicant indicates that Lots 5, 6, and 7 are landlocked and cannot access 2<sup>nd</sup> Street. He said this is due to the lot layout. Zeibert asked if there was another configuration proposal the applicant explored. Walker said the only other thing that would work would be to make the lots through lots and move the north-south street closer to 2<sup>nd</sup> Street. Walker said this would put the street too close to the Lincolnshire-2<sup>nd</sup> Street intersection to be allowed by Public Works. Zeibert said the hardship for the variance was based on the lot design. Walker said the hardship is based on what Public Works and IDOT will allow. He said unless the applicant plats ten acre lots this will be an issue. Walker said the applicant needs sellable lots with access. He said the problem with the north half of the property is there are many arterials and many unknowns. Walker said the applicant is trying to create a plan for sellable lots. He said the focus is on the church lot. Zeibert said the area could be platted as large lots and then be further subdivided as future users are known.

Zeibert said in the variance the applicant indicated a reason for the block length issue for Lot 1 is because churches require large lots. He said the church is looking for future expansion. Zeibert asked if the applicant is planning on expanding on Lots 2, 3, and 4. Walker said not at this point. He said future roads would limit the future design or expansion of the church property. Zeibert asked if another public road could be extended south along the storm water management area. Walker said he does not think this is necessary. Zeibert asked if there is an issue with Hazel Dell in the future. Walker said there is a possibility that Hazel Dell will be relocated in the future due to a flyover on I-72 ramping to I-55. He said it may affect the southern portion of Lot 1 and Lot 1000.

Zeibert said based on all the information staff does feel the access points are a little excessive and could be reduced. He said much of the configuration is based on the traffic study. Zeibert said a traffic study is not required at the LSM phase, but the variance process is in a separate section of the ordinance. He said it is the owner or the owner's representative responsibility to provide the necessary information to support the variance request. Zeibert said as for block length staff recommends approval. He said as for the access through a private access easement, i.e. lot arrangement, as well as for access to the arterials, staff does feel that the number of access points can be limited. Humphrey asked for the staff recommendation. Zeibert said staff recommends recommend denial of the amount of access points. Humphrey asked if this meant for the first two, lot arrangement and restriction of access, to which Zeibert said yes. Humphrey said the staff recommendation is to approve the size of blocks, to which Zeibert said correct. Humphrey asked if the staff recommendation was to deny the LSM. Zeibert said the main issue with the LSM was Lincolnshire. He said it has been relocated to the south, which is acceptable to IDOT. Zeibert said staff would recommend approval of the LSM. He said all essential services are available to serve the site. Humphrey asked for a vote on the variances.

Nate Bottom made a motion to approve a variance of Section 153.157(L) – Restriction of Access – limited to the access points shown on the amended LSM with the final location to be

determined by the traffic study. Kenneth Springs seconded the motion and the vote was unanimous.

Lori Williams made a motion to approve a variance of Section 153.158(B)(2) – Lot Arrangement – to allow lots as shown on the amended LSM. Dean Graven seconded the motion and the vote was unanimous.

Nate Bottom made a motion to approve a variance of Section 153.158(C) – Size of Blocks – to allow one block in excess of 1,200 feet, subject to the amended LSM. Kenneth Springs seconded the motion and the vote was unanimous.

Nate Bottom made a motion to approve the LSM, subject to:

- 1) Formal submission of the revised LSM discussed at the December 5, 2013 meeting, which further meets all the subject tos below;
- 2) Shifting the proposed alignment of Lincolnshire south to Public Works satisfaction;
- 3) Clarifying the purpose of Lot 1001, if needed;
- 4) Labeling Hazel Dell, 2<sup>nd</sup>, and Lincolnshire as arterial roads;
- 5) Clarifying the space between Lots 9 and 10, 8 and 11, etc;
- 6) Identifying the east-west road as a collector street;
- 7) Clarifying the current zoning as County Ag;
- 8) Changing the school district from District 186 to Chatham;
- 9) Submitting a written acknowledgement of a plan to upgrade adjacent roadways;
- 10) Shifting the proposed alignment of the access point(s) onto Hazel Dell east to Public Works satisfaction; and,
- 11) Shifting the access to Lot 1 on 2<sup>nd</sup> Street south to Public Works satisfaction.

Lori Williams seconded the motion and the vote was unanimous.

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION  
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

FILE NO. 1994-17

CENSUS TRACT # 36.04

<b>NAME OF SUBDIVISION:</b>	Mill Creek Estates, Phase II – Preliminary Plan
<b>JURISDICTION:</b>	City
<b>DATE OF MEETING:</b>	December 5, 2013
<b>OWNER:</b>	INB Trust 01-010
<b>ENGINEER:</b>	Coombe-Bloxdorf
<b>DESCRIPTION:</b>	Pt. NW ¼, SW 1/4 , Sec. 1, T15N, R6W, Pt NE ¼, SE ¼, Sec. 2, T15N, R6W (Greenbriar Road, east of West Road Drive)
	<u>19.53    Acres    36    Lots</u>
<b>MOTION TO RECOMMEND:</b>	Approve, Subject To
<b>BY:</b>	Nate Bottom
<b>2<sup>ND</sup> BY:</b>	Lori Williams
<b>VOTE:</b>	Unanimous

Fred Coombe presented the preliminary plan.

Joe Zeibert, Regional Planning Commission, said according to the SATS bicycle and pedestrian plan adopted by the City of Springfield, bicycle accommodations are required along Greenbriar. He said the applicant shall submit preliminary covenants, which has been done. Zeibert said the applicant shall identify the access point for the park. He said the applicant shall add a note that no access shall be allowed to Greenbriar. Zeibert said the applicant shall add the ROW width of all the streets. He asked if Lot 710 met the zoning classification. Matt McLaughlin, Springfield Zoning Administrator, said it does. Zeibert asked if the eastern 10-foot drainage easement will only be used for drainage. He said he thinks there are utilities in the area. Coombe said there should be utilities in the subdivision. He said all the services for this subdivision are from the front. Zeibert said the applicant will not utilize the power poles. Zeibert said he would defer to the traffic engineer about possible access limitations for Lots 601, 615, 701, and 720. He said if there are access limitations they shall be noted on the plan.

Kenneth Springs, citizen member, had no comments.

Elliott McKinley, Springfield Park District, had no comments.

Dean Graven, citizen member, had no comments.

Brian Wright, Sangamon County Highway Department, had no comments.

Paul O'Shea, Office of Planning and Economic Development, had no comments.

Mike Johnson, CWLP-Water, said the applicant shall show the water main along Greenbriar extending to Strawberry Lane on the preliminary plan.

Gregg Humphrey, Springfield Metro Sanitary District, had no comments.

Nate Bottom, City Engineer, said the applicant shall verify that 10 feet will be wide enough for the eastern easement in order to get the drainage to function properly. He said this will be part of the construction plan phase. Bottom reminded the applicant that it may need to be wider.

Lori Williams, City Traffic Engineer, said access to the park option area, Lot 2000, shall be directly across from Bent Creek Road or Wilderness Trail. She said Lots 601, 615, 701, and 720 shall not have direct access to Greenbriar, which shall be noted on the plan. Williams said Lots 601 and 615 shall have access off Wilderness Trail at a location approved by the City Traffic Engineer. She said Lots 701 and 720 shall have access off Bent Creek Road at an access point approved by the City Traffic Engineer.

Matt McLaughlin, Springfield Zoning Administrator, had no comments.

Chris Richmond, Springfield Fire Department, said the applicant shall clearly mark the size of the water mains. Coombe indicated this would be handled with the construction plans.

Steve Hall, Sangamon County Department of Public Health, had no comments.

Brad Bixby, CWLP-Electric, had no comments.

Coombe asked what the comment about the bicycle improvement means. Zeibert said it was a reminder.

Nate Bottom made a motion to approve the preliminary plan, subject to:

- 1) Identifying the access point for the park option area with a location acceptable to the City Traffic Engineer;
- 2) Adding a note that no access shall be allowed to Greenbriar for Lots 601, 615, 701, and 720;
- 3) Adding the ROW width of all the streets; and,
- 4) Showing the water main along Greenbriar extending to Strawberry Lane.

Lori Williams seconded the motion and the vote was unanimous.